



## Cuxton Parish Council

### To all Members of the Council

You are hereby summoned to attend a meeting of Cuxton Parish Council for the purpose of transacting the following business.

N Jackson, Clerk to the Council

**Agenda for the Meeting of CUXTON PARISH COUNCIL to be held at Cuxton Library on Thursday 20th June 2024 at 7pm**

### AGENDA

- 1) Apologies for absence – JP, MN
- 2) Declarations of Interest (DPI, conflict of interest and personal interests) and alterations to the Register.
- 3) [Minutes of the meeting held on 16th May 2024 - for approval](#)
- 4) **Matters Arising**

#### **Medway Councillor's Report and Public Session**

Suspension of the meeting for Medway Councillor's Report and for Public Session. Matters raised may be placed on the agenda for the next or a future meeting.

- 5) To review the [external Auditors report from 2022- 2023](#)
- 6) To receive and review the [Internal Auditors report for 2023-2024](#)
- 7) To review the effectiveness of the system of Internal Control. Councillors are asked to consider the [Statement of Internal Control](#) in support of the **Annual Governance Statement**. The Chair of the meeting and the Clerk to sign.
- 8) Discussion regarding the [options provided](#) by the external auditors should errors be noted when the AGAR documentation is received and audited and approval by Councillors of the option adopted.
- 9) To approve the [Annual Governance statement](#) for 2023-2024, Section 1 of the AGAR for the year ending 31 March 2024. The Chair of the meeting and the Clerk to sign and date plus minute reference.
- 10) To approve the [Accounting Statements for 2023-2024](#), Section 2 of the AGAR for the year ending 31 March 2024 and the supporting [Bank Reconciliations](#) as at 31 March 2024 and the [explanation of the significant](#)

**variations from last year (2022-2023) to this year (2023-2024).** The Chair of the meeting to sign and date plus minute reference.

**11) Finance**

- a) Bank Balances
- b) Approval of payments made since last meeting
- c) Approval of accounts for payment: Internal Auditor

**12) Planning Applications**

- a) MC/24/1055 | Construction of a pair of semi-detached dwelling houses with associated landscaping and parking- Demolition of existing | Springfield Sundridge Hill Cuxton– Consultation ends – 15.06.24
- b) MC/24/1115 | Creation of hardstanding to front with retaining wall, relocation of existing access steps for the creation of off street parking | 18 Ladywood Road Cuxton– Consultation ends 24.06.24
- c) MC/24/0969 | Conversion of existing double garage to gym | 47 Charles Drive Cuxton – Consultation ends 01.07.24

**13) Feedback / recommendations from Finance Meeting**

**14) Big Lunch / Beacon Update review**

**15) Recreation Ground steering group consideration (TT)**

**16) Report of Meetings Attended on Behalf of Council**

- a) Cuxton Academy of Schools
- b) Police Liaison

**17) Correspondence**

- a) Request from resident about fence vandalism / replacement
- b) Grant request from Rev. Knight
- c) Request for Traffic survey from CAW
- d) Request for support for footpaths initiative
- e) Lower Thames consultation
- f) Request for assistance with Romanian festival

---

**CLOSED SESSION:**

Pursuant to Section 1(2) of the Public Bodies (Admissions to Meetings) Act 1960, that due to the confidential nature of the next item, the press and public will be asked to leave the meeting.

---

**18) Feedback /recommendations from Staffing sub-committee meeting**

**19) Information Exchange**

- a) Local Clerks Liaison 7.30pm, 26<sup>th</sup> June 2024, Cuxton Library
- b) Street Cleaner annual performance reviews to be conducted in July.
- c) Register of Interests review

## **20) Members Future Agenda Items**

- Registering community interest asset - Nov 2024
- Discussion regarding the provision of a cableway in the Recreation Ground (JP)
- Civility & Respect Pledge
- Social Media Accounts / Usage – (MN)
- Courts Re-Development Questionnaire

**Next Meeting: 18<sup>th</sup> July 2024**